

**Spencer County Soil & Water Conservation District  
Board of Supervisors Meeting  
Monday, October 22, 2007 - 7:30pm CDT  
SWCD Office**

1. Minutes from the September meeting
2. Financial Report
  - ✓ Treasurer's report (Stephanie)
  - ✓ Claims (Stephanie)
3. Old Business
  - ✓ No-Till Field Day (Trish)
  - ✓ Website Update (Trish)
  - ✓ Drainage Board Project (Trish)
4. Items on Hold
  - ✓
5. New Business
  - ✓ Council Meeting reminder – November 20<sup>th</sup> at 5:05pm (Stephanie)
  - ✓ RULE 5 – ( )Evaluations, ( )Complaints, ( )Reviews
  - ✓ Board needs to reappoint Alan for RC&D council (Trish)
  - ✓ Supervisor Reappointment for Burke – due November 1<sup>st</sup> (Stephanie)
  - ✓ Election Committee Appointment – due November 1<sup>st</sup> (Stephanie)
  - ✓ Affiliate Members (Trish)
6. Staff & Partner Reports
  - ✓ Trish
  - ✓ Stephanie
  - ✓ Keela
  - ✓ Rita
    - ✚ Conservation plans
    - ✚ 1.
    - ✚ 2.
7. Other Business
  - ✓

## Spencer County Soil & Water Conservation District September Meeting Minutes

The Spencer County Soil & Water Conservation District met on Wednesday, September 26, 2007 at the SWCD office. The following Supervisors, Associates, and Staff were present: Burke Sibrel, Alan Waninger, Mark Lubbehusen, Brian Rahman, Stephanie Litherland and Trish Dugas. NRCS staff present were: Rita Schaus.

Mark called the meeting to order at 7:50pm.

Motion was made and seconded to approve the August minutes as mailed. Motion carried.

Stephanie gave financial report- \$30,252.23 - balance. Motion was made and seconded to approve balance as given. Motion carried. Motion was made and seconded to pay the following claims:

|                              |                 |
|------------------------------|-----------------|
| Business Equipment District: | \$ 82.81        |
| CCC (FSA Postage)            | \$299.62        |
| Stephanie Litherland         | <u>\$ 54.82</u> |
| Total                        | \$437.25        |

Trish updated the board on plans for the No-Till Field Day. Trish has contacted Barry Fisher. He can't attend, but will help with a presentation. The date has been set for November 26<sup>th</sup>, starting at 5:30pm to conclude at 9:00pm. We will have a Board Meeting immediately following the field day. It was suggested that the field day include equipment manufacturer reps speaking about 15 minutes each. Trish will send out letters to implement dealers requesting their reps be a part of the field day, and will also send out sponsor letters for donations. Mark suggested that we strongly advertise the credit points. Trish will report back at the next board meeting.

Stephanie handed out the approved budget - \$1,382.00 was cut. Mark stated that he spoke with Councilman Cochenour later and was informed that we requested a 3% increase in salary, but ALL county employees received 2%, so that took care of approximately \$1000.00 being cut, so actually we were only cut \$382.00.

Trish reported that the county website is coming along nicely and should be up and running in November. There is a "preview" website available now.

Trish reported that she has been working with Commissioner Logsdon with the drainage project. The drainage board received \$115,000.00 from the Council to help improve drainage and remove log jams/debris. Rita stated that she received a call from Kirby Youngblood who stated that Trish was invaluable to this project and that he appreciates the help she has given.

Stephanie reported that during the budget hearing the Council members requested receiving agenda/meeting minutes by email instead of regular mail. Stephanie will email all Council and Commissioners with email addresses.

Trish gave reports on Rule 5 reviews: Holiday World has been approved, but Ronnie is not happy. Apparently Holiday World contacted the Governor.

Stephanie stated that delegates for the 2008 Annual Conference needed to be submitted by November 9<sup>th</sup>. Mark stated that since Paul and Cindy Giles won Conservation Farmer of the Year, that as many board members/staff should attend the conference to help support Paul and Cindy, and Spencer County. A motion was made to send David Ayer as the Delegate, and Mike Roos as the Alternate. Motion carried.

Trish stated that she had received the final study on the Anderson River Watershed, and that the copy would be available at the office if anyone was interested.

Trish reported that she attended a drainage class in Indianapolis with members of the Drainage Board. Mark requested that Trish help out the drainage board in whatever ways she could. This will help promote SWCD also, and get us known more in the county.

The board reviewed Trish and Stephanie's monthly reports.

Rita passed out Conservation Plans for Scott Singleton – grassed waterway. Neal Thomas' plan had been approved and David signed as there was a deadline - shallow wildlife watering facility.

Rita stated that NRCS will be looking at contractual agreements with the Districts as soon as possible in the new fiscal year. In addition to the new employee Technical Assistance agreements, NRCS is interested in existing employee Contract Administration Assistance agreements. The Districts could use the money earned however they decide - to help off set rent, IT services, or demonstrate to County Council federal dollars leveraged by their investments. The Board instructed Stephanie to proceed in developing a proposal for NRCS to offer Stephanie's services in Contract Administration Assistance.

Rita also stated that the rent and IT services provided to the districts in the past without rental reimbursement total \$952,964. There are 81 SWCDs in the state co-located with NRCS. This averages \$11,760 in federal dollars per service center and shows that rent charged to Spencer County is less than the average cost to NRCS. This is also greater than the \$10,000 received by each county from the state of Indiana.

Stephanie told the Board because they are helping to sponsor the RC&D AgWorks workshop that they are entitled to two (2) free registrations. Stephanie asked if someone's wife would be interested in attending, or else to give the registrations to herself and Trish, and not pay the \$30.00 that had previously been approved. The Board's consensus was to let Stephanie and Trish have them.

Stephanie handed out an email from Jennifer Boyle concerning districts paying rent to NRCS. This was just FYI.

Stephanie passed out a sample 2008 pocket calendar duo that is currently on sale for \$1.99/each through Myron. The Board approved buying 250 for the No-Till Field Day. The CWI grant will fund this. Stephanie will place the order.

Motion was made and seconded to adjourn meeting. Meeting adjourned at 9:15pm.

District Program Administrator Report  
For  
October 22, 2007

September 17<sup>th</sup> – Board meeting minutes/agenda; filing; Soil Scoop; Recons

September 18<sup>th</sup> – Filing/misc office work; Soil Scoop labels; Recons; Cleaning for RC&D Open House

September 20<sup>th</sup> – Filing; IDEA registrations; Soil Scoop labels; Recons

September 21<sup>st</sup> – NRCS items with Rita and Cheryl

September 24<sup>th</sup> – Financial report/claims; Sorting files/NRCS

September 25<sup>th</sup> – Filing; Straightening up for RC&D Open House; Recons; RC&D Open House

September 26<sup>th</sup> – Filing; Recons; Board Meeting

September 27<sup>th</sup> – NRCS program folders; Board Minutes; Recons

September 28<sup>th</sup> – Filing; Earth Team Volunteer papers; IDEA Registrations; Folding Soil Scoop

October 1<sup>st</sup> – IDEA registrations; Balanced ledger for September; Soil Scoop

October 2<sup>nd</sup> – Filing; Misc NRCS items; Sorting Soil Scoop for mailing; Recons

October 3<sup>rd</sup> – IDEA registrations; Payroll; NACD survey; Misc NRCS items; Filing

October 4<sup>th</sup> – IDEA Fall workshop meeting; Recons

October 5<sup>th</sup> – Filing; Balancing September statement; Mailing Soil Scoop; IDEA Follow-up items

October 8<sup>th</sup> – Straightened up NRCS files; Set up NRCS program folders; Recons

October 9<sup>th</sup> – Filing; Updated SWCD District Manual; Recons

October 10<sup>th</sup> – Updated SWCD District Manual; Reviewed RULE 5 packet with Trish

October 11<sup>th</sup> – Worked on articles for Annual Meeting; Sent out emergency EQIP packets to customers; Made extra EQIP application packets

October 12<sup>th</sup> – Off – worked 4 8-hour days

NRCS = 72%

SWCD = 28%

# Spencer County Soil & Water Conservation District Technician Report

## October Meeting

Sept 17<sup>th</sup> Sept 21<sup>st</sup>

Monday--- CRP Prep, No-Till workshop prep **D 3 N 3**

Tuesday--- No-Till workshop, Article for Soil Scoop **D 7 N 0**

Wednesday--- Doctor appt am/ Rule 5 items **D 3.50 N 0**

Thursday---Web site development items, answered phones, General duties **D 7 N 0**

Friday---Worked on problem with computer, web site meeting, CRP prep **D 7 N 0**

Sept 24<sup>th</sup> \* Sept 28<sup>th</sup>

Monday---Cleaned office up for RC&D open house, CRP prep **D 7 N 0**

Tuesday---CRP prep **D 0 N 7**

Wednesday---Area Meeting with NRCS **D 0 N 11**

Thursday---No-Till workshop prep, letters to sponsors **D 5.50 N 0**

Friday---No-Till workshop etc. **D 7 N**

Oct 1<sup>st</sup> \*Oct 5<sup>th</sup>

Monday---Worked on Big Sandy Creek all day (SEA 368, land owner list etc.) **D7.50 N 0**

Tuesday---At son's school for IEP conference (off), Worked on CRP's **D 0 N 5.50**

Wednesday---Meeting at the Courthouse w/ Chuck Painter & Scott Sublett, **D 7 N 0**

Thursday---Worked on Big Sandy Creek, Walked Big Sandy Creek in the afternoon **D 10 N 0**

Friday---Web meeting in the morning, worked on Crooked Creek in the afternoon **D0 N 7**

Oct 8<sup>th</sup> \*Oct 12

Monday---CRP field visits **D 0 N 6**

Tuesday---Staff meeting, worked on getting info for customers wanting to harvest trees from a Wetland , worked on I&E approval information **D 7 N 0**

Wednesday---Worked on Annual Report & Annual Meeting **D 7 N 0**

Thursday---Worked on emails, Annual Report, tech report **D 7.75 N 0**

Friday---Web training, Annual Report **D 7 N 0**

**District 71.8 % NRCS 28.2%**